



**BOARD OF DIRECTORS
WESTLAKE CHARTER SCHOOL**

Finance Committee Agenda

2680 Mabry Drive, Sacramento, CA 95835

January 23, 2020 5:00 pm, Matterhorn Conference Room (A114)

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS The Westlake Charter School ("School") welcomes your participation at the School's Committee meetings. The purpose of a public meeting of the Board of Directors' Committee ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Public Comments." All comments shall be limited to three (3) minutes per person..
3. "Public Comments" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen--requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your request form and you will be given an opportunity to speak when the Board discusses that item.
5. Members of the public may request that a topic related to school business be placed on a future agenda by making a request to the Board President. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.
6. In compliance with the Americans with Disabilities Act (ADA) and upon request, the Charter School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Board President.

I. CALL TO ORDER 5:01pm

II. ROLL CALL AND ESTABLISHMENT OF QUORUM:

Committee Member	Present	Absent
Siân Burman	X	
Hope Gawlick	X	



III. CELEBRATIONS

- HG: Enrichment
- SK: Mock Trial success
- SB: Tall Sailor
- JE: Progress on HS across many lanes

IV. COMMITTEE UPDATES

V. PUBLIC COMMENTS: This portion of the meeting is set aside for the audience to make comments or raise issues that are not specifically on the agenda. Comments are limited to three (3) minutes per person. Members of the public may speak on agenda items during the time when the item is addressed by the Board. This agenda item is included for the purpose of giving anyone in attendance an opportunity to ask questions or discuss non-agenda items with the Board of Directors. If visitors have a complaint about a specific employee of the school, they will be asked to submit an oral or written complaint to the employee's immediate supervisor as required by Board Policy #08-03 (Please note that the public portion of all meetings is recorded.)

ITEMS SCHEDULED FOR REVIEW:

VI. CONSENT AGENDA: All matters listed under the Consent Agenda are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Directors, audience, or staff request specific items to be removed from the Consent Agenda for separate action. Any items removed will be considered after the motion to approve the Consent Agenda.

- A. Accept and approve minutes from December 19, 2019 meeting

Motion:	SB	Action:	Approve
Second:	HG	Vote:	2-0
	SB	HG	
	X	X	

VII. ITEMS SCHEDULED FOR ACTION

VIII. DISCUSSION ITEMS

- A. Discuss Board on Track Skills Assessments specific to the Finance Committee
 - SB: Made notes on skill assessment document; reviews comments
 - Financial Policies and Procedures; word 'manual' tripping team up?
 - What are the authorizer's recommended standards
 - SK: Could create a slide that has standards, compliance with them, and where we go beyond
 - SB: Financial Reports
 - Wonder what we need to do to score a 5? Provide updates?
 - SK: Cash and budgets are different. Was a period of time when we were cash constrained and provided monthly updates. Not currently the case.
 - HG: Could be interpretation of survey; language
 - SB: Board Education; SK does onboarding, should we do annual?
 - JE: Can we facilitate a slide with a timeline?



HG: Potential review of year during an August onboarding session. New members would be present at that time.

SK: Might be timely since Committee Goals would have been adopted in June/July.

SB: Annual Audit/990: Easy to Fix as it is done annually

JE: Could coach Board Members on Board Site

HG: Agree

SB: Financial Compliance section

JE: Restricted grants language

SK: Difference between Restricted Grants and Restricted funding (EPA, Federal Special Education)

HG: Like PCSGP?

SK: Correct, that is a restricted grant

JE: Audit is also a great place to look as funds are reviewed annually

HG: LCAP has details on how we meet students needs

JE: Look at calendar; where we can add the compliance items

SB: Next steps/plan?

HG: Slide, potentially August during annual meeting

JE: Can speak to the survey directly so it doesn't get washed over; purpose of slide is to educate board as we are doing many items on this survey already

SB: Yes, maybe consider new goals/survey

SK: Can draft a slide template and bring it back

HG: Can come back at anytime between next meeting and April

B. Certificated compensation review update

SK: Provides Governor January Budget Proposal update, including proposal to update special education funding

JE: Increases in ELPAC testing needs

JE: Impact Committee work might tie into this topic

Team will continue to review and look at data

IX. FUTURE AGENDA ITEMS

2nd Interim

Discuss Board on Track Skills Assessments specific to the Finance Committee

Certificated compensation review update

X. REFLECTIONS

JE: Governor's budget update

HG: Wish M. Gibbons were here for Gov Update

SB: Lost of great discussions

SK: Ditto SB

XI. ADJOURNMENT AT 6:05PM